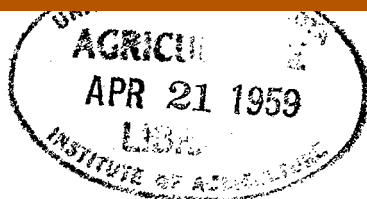


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no.73\*



# MAKING COMMUNITY SURVEYS

Helps---Suggestions---References

Lowry Nelson and Olaf Wakefield

Agricultural Extension Service  
University Farm, St. Paul, Minnesota

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## HELPS IN MAKING COMMUNITY SURVEYS

Lowry Nelson and Olaf Wakefield\*

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### Introduction

The idea for this little publication grew out of a number of requests received from various individuals in the State who were seeking help and guidance in conducting surveys. Interest in community surveys is apparently rather widespread. Ministers of churches, education authorities, agricultural leaders, social workers, civic organizations, and health agencies represent perhaps the chief groups who are potential sponsors of community surveys. Some organizations are obviously interested only in the study of particular phases of community life, such as health, recreation, religion, etc. It is the plan in this publication to provide helpful suggestions in making studies in these different fields, as well as to those who wish to undertake general surveys.

The social survey is a means of getting a quick picture of the organizations and social resources of a community. It is an inventory of the people and the organizations through which their social intercourse is carried on.

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\* Mr. Nelson is rural sociologist and Mr. Wakefield is graduate assistant in rural sociology at the University of Minnesota.

It is usually undertaken in response to the felt need on the part of responsible individuals or groups for readjustment of relations in some phase of community life. They may be aware of some inadequacy in their school system, local government, health or recreation. Before they can feel certain of the nature of the difficulty and its causes, all essential facts must be gathered and carefully analyzed. Only then can recommendation be made as to the most desirable action to be taken. The survey provides the necessary facts.

Surveys may be very general, aiming at a complete analysis of community organization. Such a study was made by Robert and Helen M. Lynd, and published in the volumes Middletown and Middletown in Transition<sup>1/</sup> Or, they may be specific, covering only one aspect of social life. Such surveys are those of local health conditions, recreation, etc.

### Who Should Make Surveys

While anyone who so desires might undertake a social survey, indiscriminate schedule-taking is to be discouraged. Some people are greatly annoyed by "questionnaires" and "interviews", especially when they are not fully informed as to their purpose. This fact makes it highly desirable that community surveys be undertaken by responsible local committees or organizations rather than by individuals, and then only after careful exploration of the need and the purpose to be served. Unless there is a need, and unless the purpose is clearly defined and understood by all, the survey better not be undertaken. This is meant only as caution, and not to discourage the making of useful surveys.

### How to Organize

The idea of making a local study usually originates in the mind of one person. The originator should discuss the idea in a preliminary way with others and if they respond favorably, some local organization might well be approached and asked to serve as sponsor. It might be a civic organization, P.T.A., or similar body. After a sponsor is obtained, the organization of a central committee should be effected. This committee should discuss fully the purpose of the survey and after agreement has been reached, the entire community should be informed, and suggestions invited. A director of the survey should be appointed, and it may be found useful to have sub-committees work on separate phases of the survey.

### Relation to the Community

It is important that the whole community be kept informed on progress of the survey, and thereby prepared for utilizing or putting into practice the results of the study. These results may, for example, show rather clearly the need for making certain changes in community organization. These changes may involve some sacrifice on the part of certain citizens; at least they may mean overcoming prejudices and previously cherished opinions. These impediments to progress may be largely overcome if the whole community is taken into the confidence of the committee in charge, and fully informed--step by step--of the progress being made. Under such conditions the community itself shares the responsibility for the survey, and for the results. One of the most effective ways of acquainting the community with a projected survey and of enlisting community support is the prudent use of publicity in the local newspapers.

<sup>1/</sup> Harcourt, Brace & Co. N.Y. 1929 and 1937.

### Limitations of this Outline

The outline which follows contains items on which the survey should gather facts, in a number of different fields. These items constitute only a partial and suggestive list. They should be supplemented; and where the items do not have local significance they should, of course, be ignored. Additional help and guidance may be secured from experts in the respective fields in the County and State offices, and in the State University.

### The Bibliography

There is a list of books, bulletins, and articles included herein, many of which can be secured without charge, and which will be found helpful to individuals and local organizations planning to undertake community surveys.

### What is the Rural Community?

When a decision is made to survey a rural community, the question always arises as to how much territory to include. If you live in a village, you may, of course, want to restrict your study to the limits of the village proper. Yet you will realize at once that the village could not exist apart from the dwellers in the open country.

On the other hand, if you live in the open country and contemplate a local study you may consider that your community is the local school district, or the area served by the cooperative creamery or the gas and oil station. Second thought invariably suggests that you are very dependent upon the trade center a few miles away, and that a study of your local situation is incomplete without reference to the larger area which includes at least one and perhaps several centers. It is apparent at once that the modern rural community consists not alone of the trade center, nor of the neighborhood groups around schools, churches, creameries, etc., in the open country, but is a composite of both of these main elements. Various sociologists have defined the rural community, using slightly different language, but expressing essentially this same concept. Some of these definitions are as follows:

### Definitions of the Rural Community

"It is difficult, if not impossible, to avoid the conclusion that the trade zone about one of these rather complete agricultural civic centers forms the boundary of an actual, if not legal, community, within which the apparent entanglement of human life is resolved into a fairly unitary system of interrelatedness. The fundamental community is a composite of many expanding and contracting feature communities possessing the characteristic pulsating instability of all real life." Galpin, G. J., "The Social Anatomy of an Agricultural Community," p. 18. Research Bulletin 34, Agricultural Experiment Station, University of Wisconsin, 1918. Cited in Kolb, J.H. and Brunner, E.deS., A Study of Rural Society, p. 110. Houghton Mifflin Company, 1935.

"A rural community is that form of association maintained between the people, and between their institutions, in a local area in which they live on dispersed farmsteads and in a village which is the center of their common activities." Sanderson, Dwight and Polson, Robert A., Rural Community

Organization, p. 50. New York, John Wiley and Sons, Inc., 1939.

"The term community---applies to a limited grouping of people of all ages having a more or less common culture and living in a definite region in which they find a geographical center for most of their common interests and habits." Young, Kimball, An Introductory Sociology, p. 5. American Book Company, 1934.

"A community adviser defines a community as 'a group or company of people living fairly close together in a more or less compact, contiguous territory, who act together in the chief concerns of life.'" Hieronymus, R.E., Balancing Country Life, p. 60. Association Press, New York, 1917. Cited in Hiller, E.T., Principles of Sociology, p. 20. Harper and Brothers Publishers, 1933.

"The community is the first social group in modern life to approach self-sufficiency. Neither individuals nor institutions are self-sufficient, nor is a community in the sense that it could build a wall around itself without feeling its isolation from the rest of the world. By community self-sufficiency is meant that the community has all the major social institutions--homes, churches, industries, schools, and government--as part of its social machinery, and that the people, interests, and occupations within it are sufficiently diversified to supply all the types of human services and relations necessary to make everyday life a going concern. In other words, every need and want in life must be supplied by the community to its people through some agency that is a part of its social machinery." Carl C. Taylor, Rural Sociology, Harper and Brothers, New York, 1933. Pp. 549-550.

#### Community History

(Most citizens take keen interest in learning something of the history of the community in which they live. Historical knowledge, however, doesn't come easy, and unless someone makes it a point to be informed on the subject, the inhabitants may know very little about it. Historical information is considered indispensable background to the making and interpreting of a contemporary survey.)

Among the items to consider are the following:

1. Date of first settlement.
2. Origin of first settlers. Foreign countries. States in U.S.
3. Nationality, religion, and occupation of first settlers.
4. To what extent does the present population represent descendants of the original settlers.
5. Date community was incorporated. Population at that time.
6. Compare the present population with that at time of first census, ten years ago, and five years ago. Factors responsible for increase or decrease in population shifts.
7. Has community life in past been seriously affected by tornadoes, fires, floods, etc.
8. Describe briefly the outstanding leaders of the community in the past and their influence on community activities.
9. What famous sons or daughters have migrated from the community. Present occupation. Present location.

Suggested sources of data:

1. History of state or county - local library
2. State Historical association
3. Earliest settlers now living in community
4. Newspapers.

Health and Sanitation

I. Water Supply and Sewage Disposal

1. What local department of government supervises the operation of the public water supply? Source of water? How is the water purified? Frequencies of tests to determine purity of water?
2. Have there been recent typhoid fever or other water borne epidemics in the village or open country caused by the public water supply?
3. Are private wells and cisterns properly located, constructed, and operated to insure a pure supply of water for homes in the village and country? (Survey of source of water supply for homes might be made through public schools, using bulletin of Minnesota Department of Health entitled "Small Water Supplies and Sewerage Systems" as a guide.)
4. Do the Local, county or state health authorities provide information concerning the proper location, construction and operation of private water supplies?
5. What sanitary standards, if any, are prescribed by state law or local ordinance governing private supplies of water?
6. Describe the sewage disposal system in the community. Number of dwellings not served by the sewage system? Reason? Number of homes with cess pools, septic tanks, and no sewage disposal? Is sewage discharged to any lake or stream? Treated or untreated?
7. To what extent do village and county citizens comply with local and/or State Department of Health specifications in the construction and location of out-door privies? (Use bulletin of Minnesota Department of Health entitled "The Sanitary Privy" as a guide.)
8. Are there public comfort-stations in the community? If so, do they have modern equipment and are they properly cared for and regularly inspected?
9. Describe the present system of garbage disposal and any improvements needed to safeguard the health of the citizens.

II Food Supply

1. Who are the local, county or state officials charged with the enforcement of laws regarding the production, pasteurization, and distribution of milk? What are their duties?
2. How frequently are cows tested for tuberculosis and bangs disease? Is the milk bacterially tested? How frequently? What proportion of market milk is pasteurized?

3. Survey of milk consumption by town or village families. What proportion of families according to current health standards have an adequate milk supply?

4. What local or state agency is responsible for the inspection of meat markets, food stores, eating and drinking establishments, bakeries, etc. Have licenses been revoked due to the failure of proprietors to comply with local or state sanitary requirements in the handling and dispensing of food?

### III Health Organizations and Program

1. List the type of service rendered, number of beds, average number of patients per month or per year, and the controlling board for each hospital, dispensary, clinic and all other health facilities in the community and the county.

2. Calculate the number of hospital beds per 1,000 population in the community and county. (Allowance should be made here for beds in a hospital located in a community closely adjacent to the bulk of the county population, but nevertheless located outside of the county. It is better to have fewer good hospitals than more poor ones.)

3. Have citizens of the community and county been unable to obtain hospitalization owing to the lack of hospital facilities?

4. Have the present hospital facilities available to the citizens of the community and the county been approved by the American Medical Association, American College of Surgeons, and the State Department of Health? If not, why?

5. Number of resident physicians in the community and county? Interns? Graduate nurses? Student nurses? Practical Nurses? Midwives?

6. Does the county or community have a Health Officer? Describe his duties as prescribed by state law. What person or organization in the community and county is responsible for the registration of births and deaths?

7. Obtain from the local or State Health Department the number of births and deaths in the community and county for each of the past five years. What is the number of births and deaths per 1,000 population? Factors responsible for changes in the birth and death rates? Number of maternal and infant deaths. (under 1 year.) These should be adjusted for place of residence.

8. Is the county included in a Rural Health District of the State Health Department?

9. Are meetings conducted by representatives of the State Health Department for the purpose of "educating" the citizens in the problems of health? Frequency?

10. Describe the health program conducted in the schools of the community. Are students given physical examinations? Immunized against smallpox and diphtheria before entering school? Examined by dentist?

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McGraw-Hill Book Co., Inc., New York, 1927.

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Hiscock, Iva V., Community Health Organization, E. L. Hildreth and Co., Inc., Brattleboro, Vt., 3 Ed., 1939.

Toward Better National Health, by the Interdepartmental Committee to Coordinate Health and Welfare Activities, Government Printing Office, Washington, D.C.

## Local Government

### I. Government Officials

1. List the elective and appointive positions in (a) the community<sup>2/</sup> (whether city, village, or organized township); (b) the county; and (c) the school district.
2. How are local officials nominated and elected?
3. What is the title of the chief executive official, if any, in the community (city, village, or organized township)?
4. What officers have the power of appointment and removal from office of subordinates? Power of removal for what causes?
5. What public body or agency is responsible for passing of ordinances in the county, village, organized township, or city? Number of members? Term of office? Elected or appointed? Are the meetings of the public body or agency in each case open to all citizens in the community?
6. List the public body or bodies and members of each responsible for (a) levying taxes; and (b) drawing up the annual budget.
7. What attempt, if any, is made to determine the qualifications of prospective appointees to positions in the local government units (county, city, village, township, and school district)?

### II. Services of Local Government

1. List the public services rendered in the community by state, county, township, school district, and the community itself, i.e., city, village, township, or school district.
2. Is there any duplication of services rendered independently by any of the government units within the community?
3. Are safety zones and police protection (traffic officers) provided in the school districts?
4. What are the provisions, if any, for fire protection? Volunteer or paid fire department? Are water hydrants located within range of all residences? Is fire protection available to farm homes near the community? If so, on what terms do farmers pay for service? Type of organization?
5. What has been the trend in insurance rates for the past five years? Does the insurance rate increase or decrease with changes in the amount of property loss from year to year?
6. What local regulations, if any, exist regarding fire hazards in public schools, churches, theatres, court house, town hall, etc.?
7. Is an educational program in fire prevention carried on in the local schools or elsewhere?
8. What organizations, if any, in your community foster educational programs to prevent traffic accidents and to study methods of regulating traffic?

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<sup>2/</sup> The term community is used herein to include village, city and organized township.

9. List any public services (such as welfare, recreation, etc.) of government which have been added during the past five years.
10. List any public services of government which have been discontinued during the past five years, indicating the year and reason services were discontinued.

### III. Participation in Local Government

1. Proportion of population over 21 years of age in the county who voted in last presidential election.
2. Proportion of population regularly attending township meetings? School district meetings?
3. Names of organizations and approximate membership in the community whose primary purpose is to acquaint citizens with governmental processes and problems.

### IV. Recent Trends in Local Government

1. Sources of the community's revenue.
  - a. Real estate, personal, and other taxes.
  - b. Federal, state, and/or county appropriations for specific services, i.e., schools and roads.
  - c. List any other sources and amount derived from each.
  - d. Total revenue from all sources for past three or more years.
2. What has been the trend in the assessed valuation of different classes of property in recent years?
3. At what intervals are re-assessments made?
4. What government unit elects or appoints the tax assessor? What are his qualifications?
5. List the assessed value of real property exempted from taxation for each of the past 5 years, i.e., schools and churches.
6. List the amount of delinquent taxes for each of the past 5 years. Proportion this was of the total taxes assessed each year.
7. Total bonded indebtedness of community for each of the past 5 years.
8. What was the total cost of government in your community, county and school district for each of the past five years?
9. Determine the total cost of government in each department of government in the community for each of the past five years, i.e., health and sanitation, education, and police and fire protection.
10. How do the above figures compare with communities of similar size in the same county or other nearby counties?
11. Is an approved system of budgeting followed by the division having control over community finances? Are qualified examiners and the citizens given an opportunity to study the annual budget before it is approved? Are public hearings held before the budget is adopted?
12. What procedure is followed in case the estimated budget fails to cover expenses for the fiscal year?
13. How often and by whom are the public accounts audited? Results of the audit published in local newspaper?
14. Is a standardized system of accounting used by the fiscal division?
15. Is there a centralized purchasing agency for all governmental units in the community? Are competitive bids obtained before supplies are purchased?

### References:

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- Colorado Municipal League. "A Survey of the General Civic Conditions of Colorado Cities Having a Population of 2,000 or more." 41 pp. Boulder, 1929.

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Jesness, O.B., and Nowell, R.I., Land Use in Northern Minnesota, Univ. of Minnesota Press, Minneapolis, 1935.

Lancaster, Lane W., Government in Rural America, D. Van Nostrand Co., Inc., N.Y.C., 1937

Manny, T.B., Rural Municipalities, Century Co., N.Y., 1930.

Ridley, Clarence E., "Measuring Municipal Government: Suggested standards for Measuring the Results of Fire, Health, Police and Public Works Departments." 88 pp. Publ. No. 4, Public Administration Service, Chicago, 1927.

### Education

(A survey of all local resources for the spread of knowledge might well be undertaken by a local study club, PTA, or other interested group.) Items to cover would include the following:

#### I. Schools

##### A. Elementary

1. Number, location, enrollment over past 5 years.
2. Teachers
  - a. Number, training
  - b. Tenure

##### B. High School

1. Enrollment over a series of years; number teachers, departments of instruction.
2. Study what has happened to graduates for the ten-year period 1930-40

##### C. School Administration

1. Board or boards. (How chosen, term of office, etc.)
2. Superintendent. (How chosen, term of office, duties)
3. Is consolidation of two or more school units in your county desirable? Make survey of attitudes of people regarding it. Discuss advantages and disadvantages in clubs.

#### II. Library

##### A. Public library on community or county basis

1. Number of books
2. Circulation by kinds of books
3. Special services rendered
4. Should a county library be created, if none exists? (Special information can be secured from State librarian)
5. Cost of library per capita. (Standard set is \$1.00 per capita)

#### III. Private Schools

##### A. Number, who sponsors, children enrolled, etc.

#### IV. Adult Education

##### A. List organizations, such as study clubs, Farm Bureau, PTA, Churches,

or others which sponsor educational programs and describe the programs. Also get estimate of number of adults who are reached.

#### V. Agricultural Extension Service

- A. Determine the number of projects in agriculture, home economics, 4-H Clubs, or other extension activities in which people of the locality are participating. The number of people engaged, as well as the nature of the projects, can be ascertained from the County Agricultural Agent. Thus, can be estimated the number of families not being reached by extension work.

#### VI. Special questions

1. Is there a consolidated school? If so, is it accessible to all students desirous of attending? Location in relation to area served, transportation facilities, overcrowding of schools. Secure a map of consolidated area and locate on it the residences of students of school age.
2. Are the school buildings modern and well constructed? What kind of heating system is used and how adequate is it during extremely cold weather? What kind of toilet facilities, lighting equipments, and drinking fountains are used?
3. Are the school grounds large enough to provide adequate playground space for children of all ages? What playground equipment is provided and what additional equipment is needed? Are the school grounds landscaped?
4. Is the school equipment sufficient to meet the need of all students including pictures, modern maps, piano, radio, blackboard space, study halls, seating capacity, wastebaskets, and laboratory supplies?
5. Does the school have a library? If so, do the reference books, periodicals, and other reading materials correspond to the needs of the students? In what way is the library affiliated with the public library or rural library extension facilities?
6. Is the school gymnasium large enough for both the school and the community as a sports center? Does the school auditorium meet the needs of students and community with regard to accoustics, seating capacity, stage, and the like?
7. Average pupils per teachers in (a) public elementary school, (b) high school.
8. What proportion of teachers have to be replaced annually? Factors related to tenure.
9. Is kindergarten and pre-school training available in the community? Private or public?
10. If a nine months' term is not available what factors prevent this?
11. What is the percentage attendance of children of all school ages? List the type or types of student aid available to deserving students.
12. Describe extent and character of the extra-curricular program: debating, athletic, 4-H Club, music, vocational clubs, drama, Rural Youth Clubs.

13. Does the present school curriculum satisfy the needs of the students regarding vocational and business training, as well as meeting college entrance requirements?

14. How many graduating high school students continue their schooling elsewhere?

15. Name and memberships of book clubs, women's study groups, forums, and debating societies, etc., organized in the community.

16. Is the agricultural extension service active in the community?

17. Record of activities and attendance of Parent Teachers Association.

18. Number of times per year the school is used by community groups for adult education classes, forums, public meetings, plays, and other recreational events?

#### References:

"Schools for Tomorrow's Citizens," Public Affairs Committee, Inc.,  
8 W. 40th St., New York, Pamphlet No. 30 (1939) 32 pp. 10¢

### Religion

#### I. Church Buildings, Physical Equipment, and Grounds.

1. Collect data on each church in community.
2. Seating capacity of church in relation to present membership and maximum attendance.
3. Seating capacity of Sunday school building or rooms in church in relation to present membership and maximum attendance.
4. Is the parsonage attractive, well constructed, with garden area? Is it modern: central heating system, running water in house, electricity; equipped bathroom, etc.?
5. Is the church equipped with: (a) modern heating system; (b) basement; (c) kitchen; (d) banquet hall; (e) recreational rooms and equipment; (f) rest rooms; (g) library; (h) piano; (i) radio; (j) organ; (k) electric lights; and adequate windows?
6. What groups other than the congregation use the church building?

#### II. Church Administration

1. Amount of insurance carried on each type of church property?
2. Amount of unpaid balance on church property, if any.
3. Name of church board which drafts the annual budget? How many members? Do the members of this board represent a cross section (all occupational classes) of the church membership?

4. Have payments on church property been made on schedule, or according to the annual budget?

5. Has the church met current bills monthly, including the pastor's salary?

6. In meeting the annual budget on what basis are the church members assessed? Voluntary subscription?

7. Have the financial obligations of the church been met by the membership as a whole, or does a small proportion of the membership assume a large proportion of its financial obligations?

### III. Church Program

1. Number of worship services held in each church (a) per week; (b) per month; and (c) per year? Sunday school each Sunday? Membership? Average attendance for each type of service by members and non-members?

2. Number and type of mid-week religious services held (a) per week; (b) per month; and (c) per year?

3. Number, type, and frequency of other meetings held in the church? Per week? Per month? Per year?

4. Proportion of total church membership participating in each of the above services or meetings?

5. Collect data on the number and composition (sex, age) of church members in each church for each of the past five years. Factors responsible for increase or decrease in church membership?

6. What social activities are sponsored by the church to interest the various sex and age groups? Is a program of activities formulated in advance?

7. How frequently does the pastor of each church conduct a survey to determine the religious needs of the citizens of the community? Do the pastors cooperate to see that these needs are met?

8. What social activities are included in the missionary program of each church?

9. What interest does church take in sociological and economic problems?

### IV. Participation of Pastor and Church Members in Community Activities.

1. What community activities are participated in jointly by all churches?

2. List the activities participated in and part played by each church in all community activities, i.e., library services, open forums, health programs, school programs, recreational programs, dramatics, welfare programs, boy and girl scout programs, 4-H clubs, adult education, community or county fair, etc.

3. What specific contributions (financial, leadership, supervisory, etc.) has each church made to community activities?

## V. The Pastor

1. List of churches served by a resident pastor giving full time to the work of the church.
2. List of churches served by a non-resident pastor giving full or part time to the work of the church.
3. What is the annual salary, of the resident pastor? What perquisites, (such as rent-free house), if any, are included? How does his salary compare with other similar occupational classes in the community? Salary of non-resident pastor?
4. What community organizations does the pastor participate in?
5. Does the pastor conduct or attend meetings in the open country or visit families living on farms?
6. Does pastor have opportunity to attend special schools for rural pastors?

### References:

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- Brunner, Edmund deS., The Larger Parish--A movement or an Enthusiasm? New York. Harper and Brothers. 1934. 95pp. 50 cents.
- Council for Social Action. Rural Life Study Packet #9. 289 Fourth Ave., New York. 1937. 25 cents.
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The International Council of Religious Education, 203 N. Wabash Avenue.  
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Piper, David The Community Church Chicago. Willett, Clark & Colby. 1928  
158 pp. \$1.00

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1934. 139 pp. \$2.00

### Community Organizations

1. List the names of all organizations and agencies now existing in the community. Organizations may be classified under the following heads:

a. Schools

1. Dramatics
2. Language club
3. Home economics club
4. P.T.A.
5. Others

b. Religious Organizations

1. Churches
2. Sunday Schools
3. Women's, Men's and young people's organizations
4. Others

c. Farmers' Organizations

1. Grange
2. Farm Bureau
3. Farmers' Union
4. Farmers' Cooperatives
5. Gleaners
6. Others

d. State Extension Service Organizations

1. Home Demonstration Club
2. 4-H Clubs
3. Others

e. Fraternal Organizations

1. Masons
2. Elks
3. Odd Fellows

f. Civic Organizations

1. Community Council or Board
2. Chamber of Commerce
3. Kiwanis Club
4. Lions Club
5. Rotary Club
6. Others

g. National Youth Organizations

1. Boy Scout
2. Girl Scout
3. Campfire
4. Junior Grange
5. Others

h. Patriotic Organizations

1. American Legion
2. D.A.R.
3. Others



1. Miscellaneous Organizations

1. Men's
2. Women's
3. Boys'
4. Girls'

2. Examine each organization from the standpoint of membership, membership participation, program, leadership, and accomplishments. On the basis of such examination, does it appear that there are too many organizations in the community? Or not enough?

3. Has any organization, such as a Community Council, been formed to draw up a community calendar in order to minimize conflicts in meeting dates of the major organizations in the community, and otherwise coordinate activities in the community?

4. What community activities, if any, are sponsored by one organization, or jointly by two or more organizations within the village? In the open country? In both combined? Make a list of such events with approximate dates and sponsoring organizations.

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Public Welfare

(During the past decade the administration of welfare has become one of the most important functions of government whether on the local, state or national level. The assembling of all facts connected with dependency, delinquency, and care of defectives will constitute useful material for local planning. For, inasmuch as we seem to be definitely launched on a comprehensive program, it behooves all citizens to give careful attention to the facts in order to render intelligent guidance when decisions are made, whether this be at the voting polls or in community councils.)

Following is a general outline of items on which to gather information.

I. Kinds of Dependency.

A. Dependent aged.

1. Total over 65 in county
2. Number on public assistance

B. Dependent Children

1. Number in county and on assistance

C. Blind and other physically handicapped.

D. Relief Cases

1. Number in county. May be analyzed by family size, and other factors, depending on information available.
2. Distribution of relief cases in village, city, and open country.

E. Unemployed able-bodied.

1. Number in county.
2. Number on Public Works Projects.
3. Special analyses by occupations, size of family, etc.

F. Families receiving F.S.A. grants.

II. Defectives

- A. Number of physical and mental defectives in county, if possible, to obtain information. Can at least get number committed to state institutions.

III. Delinquents.

A. Cases of juvenile delinquency.

B. Criminal cases by nature of crime, disposition, etc.

IV. Organization and Administration of Public Welfare

A. Local organization (village, city, township)

1. Personnel, duties.

B. County organization.

1. County Board, (number of members, duties.)
2. Professional staff, (number, duties, training)

C. State Organization

D. National Organization.

V. Financial Support.

A. Local

B. County

C. State

D. National

VI. Causes of Dependency in Community (e.g. Unemployment due to certain causes.

VII. Possible Local Remedies.

VIII. Inventory of all private organizations doing welfare work, and what they do (churches, Kiwanis, American Legion, etc.)

IX. Special questions for discussion:

1. Is there a public welfare office in the community? If not, is public assistance to members of the community administered by representatives of the county welfare department? Is the administration satisfactory? If not, what possible changes might be made?
2. What forms of assistance are rendered by the community, township, or county welfare department, e.g., work relief, aid to dependent children, old-age assistance, etc.?
3. What proportion of the current total budget for public welfare in the community, township, or country was contributed by the community, county, state, and federal funds? How does the present amount spent for public assistance compare with each of the past five years.
4. Proportion of total population and families of community receiving public assistance for each of the past five years? Factors responsible for increase or decrease in proportion of citizens receiving aid?
5. Are all forms of public assistance available to village and farm families alike? If not, why? Any discrimination among nationalities? To what extent do religious and civic organizations in the community engage in welfare activities?
6. Do persons receiving public assistance participate in community activities, or are they "socially isolated" to any extent? Is there any marked difference in attitudes towards them? In (a) the town or village; (b) the open country?

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Recreation

I. Organizations

1. Survey of the recreational facilities available in the community from the standpoint of equipment, space (indoor and outdoor), condition and location of buildings used for recreational purposes.

A. Publicly owned and operated organizations

1. Public parks and playgrounds
2. School gymnasium, grounds, etc.
3. Publicly owned dance halls.
4. Golf courses.
5. Tennis courts.
6. Baseball diamond
7. Swimming pools
8. Agricultural fair
9. Community orchestras, band, dramatics, etc.
10. Others.

B. Privately owned and operated organizations

1. Motion pictures
2. Road houses, taverns
3. Pool hall
4. Bowling alleys
5. Skating rinks
6. Dance halls
7. Swimming pools
8. Club rooms
9. Others

C. Private organizations which sponsor recreational activities.

1. Churches
2. Farm bureau
3. Grange
4. Farmers' Union
5. 4-H Club
6. Boy Scout
7. Girl Scout
8. Kiwanis Club
9. Chamber of Commerce
10. Women's Clubs
11. Lodge organizations
12. P.T.A.
13. State Extension Service
14. Others
15. Cooperative

2. Special Problems in Organization

1. What organization (board, commission, council, committee) is responsible for the administration and operation of the public facilities for recreation? How are its members chosen? Term of office?
2. How are publicly owned and operated organizations supplying recreation facilities supported?
3. What conflicts, if any, have developed in the community to prevent or retard the development of a recreational program for all age groups? What are the predominant attitudes of the citizens toward recreation?
4. Does the county or community sponsor an agricultural fair? Have the village and open country organizations cooperated

to make the fair a success? Recreational aspects of the fair, what are they, and how supervised.

## II. Participation in recreational activities.

1. Survey the hobbies of the citizens in the village and open country.
2. What are the leisure-time activities in the home? Away from home?
3. The actual patronage for a given period, say one week, might be secured from proprietors of dance halls, road houses, motion picture houses, etc.
4. What proportion of the citizens of the community attend free band concerts, lectures, plays, etc.?
5. Number and proportion of families in community owning radios? Automobiles?

## III. Recreational Needs.

1. What recreational facilities (equipment, buildings, grounds, parks, picnic grounds, etc.) should be added to meet present needs in the community?
2. List the recreational facilities which have been added or discontinued by the community during the past two years. Why were certain facilities discontinued?
3. What plans are being made to increase recreational facilities in the community?
4. Are sufficient funds, buildings, and land available to meet increasing needs?
5. Do the citizens of the village and the open country cooperate to obtain needed recreational facilities?

Persons interested in comparing present recreational facilities with certain standards, or yardsticks set up for rural community recreation should see Suggestions for Making a Community Recreation Survey, cited below.

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In addition to the books listed above readers interested in current studies of rural social problems will find interesting material in the sociological journals among the more important of which are the following:

Journals:

American Journal of Sociology Published Bimonthly. University of Chicago Press. \$5.00 per year.

American Sociological Review Published at 450 Ahnaip St., Menasha, Wisconsin Bimonthly in Feb., April, June, August, Oct., Dec.,--Non-members, \$4.00 Libraries, \$3.00, Students, \$2.50.

Rural Sociology Published quarterly. Louisiana State University Press, University, Louisiana. \$2.50 per year.

Social Forces Four issues per year. Published for the University of North Carolina Press by the Williams and Wilkins Company. \$4.00 per year.

Sociology and Social Research University of Southern California Press. 3551 University Avenue, Los Angeles, California. Bimonthly. \$2.50 per year.

9. Changes in residence, occupation, and tenure of head of household during the past five years.

Date:	:	:	:	:	:	:	:	:	:
July 1 :	:	:	:	:	:	:	:	:	:
of :	Location of	Rural	Name	:	:	:	:	:	:
each :	Residence*	Route	of	:	:	:	:	Tenure Status**	:
year :	State	County	Township	No.	Village	Occupation	Industry	On land	In house
1941 :	:	:	:	:	:	:	:	:	:
1940 :	:	:	:	:	:	:	:	:	:
1939 :	:	:	:	:	:	:	:	:	:
1938 :	:	:	:	:	:	:	:	:	:
1937 :	:	:	:	:	:	:	:	:	:

10. a. Acres owned: \_\_\_\_\_

b. Acres rented: \_\_\_\_\_

c. Total acres in crops: \_\_\_\_\_

11. Membership and offices held in organizations. Give name of organizations.

Husband	:	Wife	:	Children:	Give name
:	:	:	:	:	:
:	:	:	:	:	:
:	:	:	:	:	:
:	:	:	:	:	:
:	:	:	:	:	:
:	:	:	:	:	:
:	:	:	:	:	:
:	:	:	:	:	:
:	:	:	:	:	:

\* Write names of counties, townships, village, occupations, and industries in full.

\*\* Tenure status may be designated as follows: Full owner, mortgaged owner, tenant, manager, farm laborer, living at home but working away (HWA), paid family laborer (PFL), unpaid family laborer (UFL).

SUGGESTED FAMILY SCHEDULE FORM FOR SOCIAL SURVEY

1. Schedule Number\_\_\_\_\_ 2. Enumerator\_\_\_\_\_ 3. Date\_\_\_\_\_
4. Name of head of household \_\_\_\_\_  
(last name) (middle name) (first name)
5. Residence: State\_\_\_\_\_; County\_\_\_\_\_; Township\_\_\_\_\_;  
Section\_\_\_\_\_; Nearest village or town\_\_\_\_\_;  
Distance from village or town\_\_\_\_\_.
6. Color: White \_\_\_\_\_; Negro \_\_\_\_\_; Other\_\_\_\_\_.
7. Nationality\_\_\_\_\_.
8. Members of household on date survey began and also a record of those who have moved away or died:

							</					

Present Address of those away from home (Ques. 8, Col. 12.)

Line No.	State	County	Township	Farm, Vil. or City	Usual occupation	Industry
:	:	:	:	:	:	:
:	:	:	:	:	:	:
:	:	:	:	:	:	:
:	:	:	:	:	:	:

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